



## Administrative Policies and Procedures: 18.7

<b>Subject:</b>	<b>Youth Development Center Superintendents Qualifications, Responsibilities and Tenure</b>
<b>Authority:</b>	TCA 37-5-105; 37-5-106; 37-5-201; 37-5-202; 37-5-203; 37-5-204
<b>Standards:</b>	<b>ACA:</b> 3-JTS-1A-12; 3-JTS-1A-13; 3-JTS-1A-14
<b>Application:</b>	To All Department of Children's Services Employees

### Policy Statement:

The Department of Children's Services shall seek to hire individuals as Superintendents whose credentials are consistent with those required for accreditation by the American Correction Association (ACA) standards.

### Purpose:

To outline the qualifications and responsibilities of the Superintendent of the Youth Development Centers as required by the *Tennessee Code Annotated* (37-5-202; 37-5-203; 37-5-204) and the *American Correctional Association Standards (ACA) for Juvenile Training Schools*.

### Procedures:

<b>A. Qualifications</b>	<p>The qualifications for the position of Superintendent as specified by the American Correctional Association Standards (ACA) for Juvenile Training Schools include at a minimum the following:</p> <ol style="list-style-type: none"><li>1. A bachelor's degree in an appropriate discipline; five (5) years of related administrative experience; and demonstrated administrative ability and leadership.</li><li>2. The degree requirement may be satisfied by completion of a career development program that includes work-related experience, training, or college credits at a level of achievement equivalent to the bachelor's degree.</li></ol>
<b>B. Responsibilities</b>	<ol style="list-style-type: none"><li>1. The responsibilities of the Superintendent include the management of all aspects of a Youth Development Center (YDC) and the supervision and enforcement of relevant policies and procedures in accordance with rules and regulations, <i>Tennessee Code Annotated</i> 37-5-202; 37-5-203; 37-5-204 and the <i>American Correctional Association Standards (ACA) for Juvenile Training Schools</i>.</li><li>2. Specific responsibilities may also be established in writing at the discretion of the Deputy Commissioner of the DCS Division of Juvenile Justice.</li></ol>

<b>C. Tenure</b>	The term of office of the Superintendent is continuous and may be terminated by the Deputy Commissioner of the DCS Division of Juvenile Justice for good cause subsequent to a formal hearing on specific charges, if requested. The decision of the Deputy Commissioner of the DCS Division of Juvenile Justice is final.
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<b>Forms:</b>	<i>None</i>
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<b>Collateral documents:</b>	<i>American Correctional Association Standards (ACA) for Juvenile Training Schools</i>
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